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SUBJECT: Department of Defense (DoD) Net-Centric Data Strategy: Visibility —
Tagging and Advertising Data Assets with Discovery Metadata

This memorandum provides guidance on planning for and implementing data asset "visibility" as described in the Department of Defense Net-Centric Data Strategy, May 9, 2003 (http://www.defenselink.mil/nii/org/cio/doc). In accordance with the Strategy, data producers (humans and systems) will make all data assets visible through "advertising," i.e., making a description of each asset available to users on the Global Information Grid (GIG). A broader base of authorized users can then exploit advertised data assets, making those assets potentially more valuable across the Department and Intelligence Community. A key DoD goal is to institutionalize the practice of advertising all data assets on the GIG by FY 2008.

To advertise data assets, descriptive information (known as discovery metadata) must be created for each asset. Metadata is information about a data asset such as the asset creator, date created, type of information or service provided, keywords, etc. The discovery metadata is then cataloged to facilitate search. Data asset producers must

provide discovery metadata (as specified in <u>Department of Defense Discovery Metadata Specification (DDMS)</u> (<u>http://metadata.dod.mil</u>) for all data assets that will be available on the GIG. Compliance with the DDMS will promote consistency in the way data assets are described. Components, programs, Communities of Interest (COIs), and users should consider the intent of data asset "visibility" and use their judgment to determine the granularity of data assets that require discovery metadata. Subsequent guidance will address making visible assets accessible to authorized users.
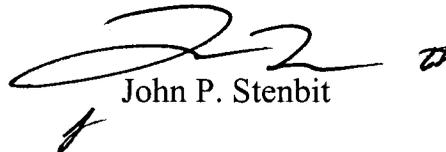
DepSecDef guidance to implement Core Enterprise Services (CES) as part of the Global Information Grid Enterprise Services (GIG ES) tasks Components to develop GIG ES transition plans for use during the FY 2006 program review. These plans include approaches to address the Department's Net-Centric Data Strategy. Hence, DoD Components shall begin planning for and implementing advertising of data assets by creating and cataloging discovery metadata for all Information Technology (IT) systems and National Security Systems (NSS). To this end, Components are directed to take the following actions:

- Identify data assets to be advertised to support transition planning and the FY06 program review. For those assets, develop an approach, budget and schedule for making the producer systems and applications capable of tagging data assets with DDMS compliant discovery metadata. Develop an approach, budget and schedule to catalog all discovery metadata and/or generate a response to an Enterprise search query that conforms to the Defense Information Systems Agency (DISA) provided discovery interface specification and the GIG ES Discovery service requirements. DISA will provide these specifications no later than Milestone B for Net-Centric Enterprise Services (NCES). Within 120 days of Milestone B of NCES, DISA will provide Components with a reference implementation of a metadata cataloging capability that will meet the Enterprise discovery interface. Develop an approach for training and requiring users, including system and application developers, to create discovery metadata as needed.

- By the FY 2006 program review, the Program Manager for any application, system and platform being developed, modified, or acquired will incorporate a requirement or capability description to create DDMS compliant discovery metadata for their data assets, and identify a date or release for implementation. The Program Manager will also incorporate a requirement or capability description to provide that metadata to a catalog and/or to generate an Enterprise search query response compliant with the defined discovery interface specification.

- As of October 1, 2004, all Component's applications that already use a process of metadata tagging for discovery or search purposes (i.e., web enabled searches) must be capable of conforming to the DDMS, provided adequate resources are available.

Alternatively, Components will provide the approach for bringing those applications into compliance in the GIG ES transition plans.

I will provide subsequent guidance on other aspects of the DoD Net-Centric Data Strategy to DISA and DoD Components, addressing topics such as accessibility (posting of data assets to shared spaces) and usability (registering structural metadata for data assets for understandability and interoperability). By January 2004, I will begin coordinating a DoD Directive to codify the policies and guidance for data within the Department. Upon completion of NCES Milestone B, I will begin coordinating instructions for this directive.

Your involvement and assistance are critical to the success of the Department's net-centric transformation. The GIG ES Working Groups are formulating details for implementing the DoD Net-Centric Data Strategy and your participation in these groups is encouraged. My point of contact for this action is Mr. Clay Robinson, (703) 602-0882 or Clay.Robinson@osd.mil.

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